



ADDENDUM #1

On February 4, 2016, the New Hampshire Department of Health and Human Services, Division of Child Support Services published a Request for Proposals soliciting sealed bid proposals from responsible and qualified vendors for the provision of State Disbursement Unit (SDU) and Electronic Funds Transfer Services (EFT) in accordance with applicable federal and state authority. The specific services required are: the management and administration of child support billing to payors, the management and administration of child support billing to employers, the posting of child support payments received, the disbursement of DCSS-authorized monies to child support payees, the imaging and transmission of all payment information to DCSS, associated banking services and check writing, and all related services. The Contractor selected shall also be expected to process child support payments made via Electronic Funds Transfer/Electronic Data Interchange (EFT/EDI), check, money order, and cash

This Addendum #1 is issued to:

1. **Delete Table 2 in subsection 6.2 Procurement Timetable and replace it with the following table:**

Table 2

<u>Procurement Timetable</u>		
<small>(All times are according to Eastern Time. DHHS reserves the right to modify these dates at its sole discretion.)</small>		
Item	Action	Date
1.	RFP Released to Vendors	2/4/2016
2.	Bidder Inquiry Period Begins for Technical and Cost Questions	2/4/2016
3.	Mandatory Letter of Intent Submission Deadline	2/15/2016
4.	Mandatory Bidders Teleconference	2/18/2016 at 10:00 A.M.
5.	RFP Technical and Cost Questions Submission Deadline / Bidder Inquiry Period Ends	2/19/2016
6.	DHHS Response to Technical and Cost Questions Published	2/25/2016
7.	Technical and Cost Bids Submission Deadline	3/31/2016 by 2:00 pm
8.	Oral Presentations (Program to determine if needed)	TBD
9.	Anticipated Governor and Council Approval	TBD



2. Delete subsection 1.3 Contract Period and replace it with the following:

1.3 Contract Period

Contracts that are developed and awarded as a result of this RFP are proposed to be in effect for January 1, 2017 through June 30, 2021. If a start-up period is needed, the Contract Period may begin as early as September 2, 2016, with 100% service capacity available for January 1, 2017.

As with all State contracts, the duration of the contract is subject to the availability of funds. The Department reserves the right to renegotiate the terms and conditions of the contract in the event applicable local, state, or federal law, regulations or policy are altered from those existing at the time of the contract in order to be in continuous compliance therewith.

The Department reserves the right to extend the completion date of the contract for up to five (5) additional years, subject to continued availability of funds, satisfactory performance of services, and approval of the Governor and Executive Council.